



Town of Wenham

Town Hall
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Selectmen / Town Administrator
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MEMORANDUM

TO: Board of Selectmen
FROM: Peter Lombardi, Town Administrator
RE: Town Administrator's Report
DATE: October 4, 2016

Personnel

Applications for the vacant Finance Director position are due to Municipal Resources, Inc. by next Tuesday, October 11. MRI will provide their recommendations to the Town after conducting preliminary interviews. I recommend that the Selectmen appoint a small Screening Committee at their next meeting who will interview the semi-final candidates in November and then recommend finalists to the Board.

The internal posting to fill the Police Captain position also expires on October 11, with an oral board and assessment process to follow.

Our Treasurer/Collector, Leslie Davidson, was recently designated as a Certified Massachusetts Municipal Treasurer. This certification involves multiple years of professional development and represents a significant professional achievement. To be certified, candidates must successfully pass a rigorous examination that covers municipal finance law, property and motor vehicle tax laws and collections, cash management, and numerous other areas of public finance. I want to congratulate and recognize Leslie for her achievement and for continuing to provide exceptional services in our Finance Office.

Roadwork Project Updates

The Essex Street culvert replacement project has been delayed until the next construction season due to shortages in specialized materials. Due to its proximity to wetlands, this project can only take place in the summer months and so will commence next July with an expected early September completion date.

MassDOT is currently gathering traffic data to respond to the Town's request to evaluate the Main Street corridor between Cherry Street and Arbor Street for the potential installation of at least one signalized intersection. Their recommendations based on this updated information are expected in the coming months. They have also asked the Town to provide more detailed engineering plans regarding our request to shift the center line on Route 1A to the north and eliminate parking on that north side from Arbor Street to Perkins Street.

Stormwater Permits

The EPA finally released their long overdue Small MS4 general permits for Massachusetts communities in April of this year. These updated federal regulations regarding stormwater management are set to go into effect on July 1, 2017. After having worked with Bill Tyack and our engineering team at Weston and Sampson over the past several months, we now have a better sense of the scale of the projected financial impact of complying with these new regulations. Unfortunately, complying with these permits will amount to yet another significant unfunded mandate.

Weston and Sampson plans to present to the Board of Selectmen and Finance Committee at a joint meeting tentatively scheduled for Wednesday November 9. Their presentation will provide details on what the new permitting requirements are, whether we will be able to spread those costs across multiple years, what cost savings could be realized by training in-house staff to conduct some of the testing, and what options we have in terms of potential funding mechanisms.

FY18 Budget

We have a joint meeting of the Board of Selectmen and Finance Committee set for next Tuesday night, October 11, at 6:30PM to review preliminary FY18 Town expenses. Having now met with all Department Heads to review their initial budget requests, we will discuss the current status of the budget in relation to our forecasts from our earlier joint session in August. A follow-up meeting with Hamilton and the School District is expected sometime in late October or early November.